

**Veterans Services Foundation
Board of Trustees
Minutes of the Strategic Planning Retreat
April 13, 2006**

The Veterans Services Foundation (VSF) held a Strategic Planning Retreat on April 13, 2006 from 9 a.m. to 4 p.m. at the Department of Motor Vehicles Building in Richmond.

Members Present:

John Anderson, Vincent Burgess, Supriya Christopher, Lydia Dudley, Margaret Eure, Leroy Gross, John Hanson, Frederic Leigh, Frank Louthan, Jr., and Ray Smoot

Member Absent:

None

Others Present:

Greg Brittingham, Facilitator, Center for Public Policy, Virginia Commonwealth University
Don Ferguson, Assistant Attorney General, Office of the Attorney General
Robert Shackelford, Chief Financial Officer, Department of Veterans Services
Roz Trent, Director of Communications, Department of Veterans Services

Materials Distributed:

- Strategic Planning Retreat Agenda
- Briefing book containing the Veterans Services Foundation (VSF) membership roster; Code of Virginia citations related to the VSF, the Veterans Services Fund, and Electronic Communication Meetings
- The By-Laws of the Veterans Services Foundation
- Draft Policies and Procedures related to the Veterans Services Foundation

Topics of discussion

The Strategic Planning Retreat covered seven main topics:

1. Foundation Accomplishments during the past three years
2. Factors contributing to successes
3. Foundation current goals
4. Current Foundation activities
5. Potential Opportunities
6. Prioritized Action Strategies
7. The next steps

Votes taken

As this was not a business meeting, no votes were taken